

AUGUST 21, 2013 – WORK SESSIONS

Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, August 21, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff: Pam Dill**
Kelly Emerson, Member - via teleconference
Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Bryant Mercil

Others Present: Elaine Marlow, Budget Director

Record @ 00:10

Roads

Subject/Description: Bond Release – Brentwood Planned Residential Development

Attachment: Approval Memorandum, Copy of Performance Bond, Request Memo

Action Requested: Release of Performance Bond No. 400SC8198; Brentwood Division No. 1-3 Kreig Construction, Inc.; Completion of remaining infrastructure Improvements.

Follow Up: Okay with full Board to move forward to Monday's agenda.

Subject/Description: Federal Highway Administration (FHWA) Project Management Review (PMR); East Camano Drive/McElroy Drive Intersection Improvement Project – CRP 10-04; WO 195; Fed Aid No. STPR-P153(001)

Attachment: Memorandum and letter from WSDOT

Action Requested: Project Management Review was performed by the Federal Highway Administration (FHWA). An official finding will require Island County to repay approximately \$48,000.00 of reimbursed Federal-Aid Funds.

Follow Up: Okay with full Board.

Subject/Description: Hastie Lake Road & Zylstra Road Intersection Improvement Project – CRP 09-06/WO 458; Federal Aid No. HSIP-2015(077)

Attachment: Memorandum & Bid Tabulation

Action Requested: One bid was received for the construction of the project in the amount of \$937,359.50; more than 18% over the Engineer's Estimate of \$790,355.50. Bill Oakes recommended rejection of the bid and rebid this winter.

Follow Up: Okay with full Board.

Subject/Description: DEM discussion

Attachment:

Action Requested: Postponed.

Follow Up:

Add-on

Subject/Description: Jail HVAC

Attachment: Island County Energy Upgrades Document List and Signatures

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Planning & Community Development Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, August 21, 2013 at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:

Jill Johnson, Chair Staff: Pam Dill
Kelly Emerson, Member – via teleconference
Helen Price Johnson, Member

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Will Simpson

Others Present: Elaine Marlow, Budget Director

Subject/Description: Continued discussion of the local response to the Shoreline Master Program update comments received by DOE

Attachment: yes

Information: Brad Johnson reviewed the draft code and policy changes in response to DOE comments with regard to the following:

- Aquaculture
- Public access
- Shoreline setbacks
- Standards for private piers, docks and floats

Follow up: Okay with full Board to move forward with the Planning Department's proposed code changes and comment responses to DOE.

Subject/Description: Fire Flow Covenant for Building Permit #12-0327

Attachment: Covenant between Ronald and Rachelle Hetzel & Island County

Action Requested: Approval of covenant between Ronald and Rachelle Hetzel and Island County for a noncombustible covered horse riding arena that qualifies to be permitted without Fire Flow.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Planning update

Attachment: yes

Information: David Wechner provided an update on development review/code enforcement, long range planning, building and strategic planning/office management.

Add-On

Subject/Description: Outline of Building Permit Review services for the Town of Coupeville

Attachment: yes

Discussion: Dave Wechner briefed the Board on the Town of Coupeville’s request for help in providing building plan review, permit and inspection services. Dave outlined the steps and

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responsibilities that might be involved to implement an interlocal agreement with the Town of Coupeville.

Follow up: Okay with full Board to move forward with negotiations with the Town of Coupeville.

**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, August 21, 2013, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member – via teleconference
 Helen Price Johnson, Member

Present: LaRea Brown, Wanda Grone

Others Present: Elaine Marlow, Budget Director

Record @ 02:38:20

Subject: Monthly Financial Report

Attachment: [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, August 21, 2013, at 1:15 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member – via teleconference
 Helen Price Johnson, Member

Staff Present: Keith Higman, Director, Michele Graaf, Jill Wood, Suzanne Turner

Others Present: Elaine Marlow, Budget Director

Record @ 02:51:50

Community & Family Health

Subject/Description: Interlocal Agreement between Skagit/Islands Head Start of Skagit Valley College and Island County Health Department

Attachment: Contract No. HD-12-2013

Action Requested: Approval of Interlocal between Skagit/Islands Head Start of Skagit Valley College and Island County, by and through, the Island County Health Department; agreement will provide health consultation by a Public Health Nurse, to the staff members and families of

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Skagit/islands Head Start; Terms: 9/1/13 - 8/31/14; Amount: not to exceed \$50.00/hour, up to a total for the period not to exceed \$1,500.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Behavioral Health Specialist Agreement between Island County Public Health and Patricia (Tre) Lenehan, PhD to provide services to clients enrolled in the (Integrated) Maternal Support Services/Infant Case Management program

Attachment: Contract no. HD-11-2013

Action Requested: Approval of Agreement between Island County Public Health and Patricia (Tre) Lenehan, PhD; agreement provides Behavioral Health Specialist services to clients enrolled in the (Integrated) Maternity Support Services/Infant Case Management (MSS/ICM) program; Term: upon execution – 12/31/13; Amount: not to exceed \$13,000 for the contract year.

Follow up: Okay with full Board to move forward to a Monday agenda.

Assessment

Subject/Description: Amendment No. 2, Interlocal Agreement between Whatcom County and Island County

Attachment: Contract No. 201210013

Action Requested: Approval of Amendment No. 2 to the Interlocal Agreement between Whatcom County and Island County; Contract No. 201210013; Amount: \$5,000.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Department of Natural Resources

Summary Minutes

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, August 21, 2013 at 1:25 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
 Kelly Emerson, Member – via teleconference
 Helen Price Johnson, Member

Staff Present: Keith Higman, Director, Jill Wood, Dawn Pucci

Others Present: Elaine Marlow, Budget Director

Subject/Description: Island County Salmon Recovery Adaptive Management process

Attachment: none

Discussion: Dawn Pucci, Lead Entity Coordination, Salmon Recovery Program, presented a PowerPoint outlining the background of recovery efforts as they relate to Island County as well as providing the foundation for more detailed discussions that will result in an update of the 2005 Multi-Species Salmon Recovery Plan.

Follow up: Continue discussion on the Adaptive Management process at the September 18, 2013 work session.

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Budget Director/GSA/IT Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, August 21, 2013, at 1:45 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

[illegible]

Staff Present: Elaine Marlow, Budget Director

Record @ 3:22:22

Subject/Description: Recap budget resolution amending the 2013 Island County Budget

Attachments: yes

Information: Elaine Marlow reviewed the 2013 budget adjustments by line item.

Follow-up: Public Hearing on proposed resolution amending the 2013 budget set for August 26, 2013.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, August 21, 2013 at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

[illegible]

Others Present: Elaine Marlow, Budget Director, Greg Banks, Sheriff Brown

Record @ 3:20:35

Subject/Description: Law & Justice Levy Discussion

Attachments: none

Action Requested: Greg Banks noted that new information provided by Commissioner Johnson on the financial circumstances of the County allowed the Law & Justice Council to review the resource assumptions on which its ballot proposition for law and justice funding was based.

While there is no change in the pressing needs of the County's law and justice agencies, it appears from the information presented by Commissioner Johnson that several of those agencies most urgent needs (particularly for the first year of proposed levy funding) could be met out of available surplus revenues. The Council therefore decided by consensus to recommend that the Board of Commissioners consider deferring the ballot proposition until a later budget cycle by repealing Board Resolution C-73-13.

Follow up: Okay with full Board to move resolution to rescind the law and justice ballot proposition forward to Monday's agenda.

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Chairman's Agenda
Summary Minutes

The County Commissioners met during Chairman's portion of Work Session on Wednesday, August 21, at 2:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

[illegible]

Staff Present: Elaine Marlow, Jackie Henderson

Others Present: Cheryn Weiser, Executive Director, Senior Services of Island County, Walt Blackford, President of the SSIC Board of Directors, Karla Jacks, Executive Director, Camano Senior Services Association, Mike McIntyre, Senior Services Administrator, City of Oak Harbor

Record @04:11:03

Subject/Description: Senior Services Presentation

Attachments: PowerPoint

Information: Cheryn Weiser, Executive Director for Senior Services of Island County along with Karla Jacks, Executive Director, Camano Senior Services Association and Mike McIntrye, Senior Services Administrator, City of Oak Harbor provided the Board with an update on Senior Services in Island County.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board